Matt Blunt Governor



Michael N. Keathley
Commissioner

## State of Missouri OFFICE OF ADMINISTRATION

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Director

## **MEMORANDUM**

**TO:** State Agencies

FROM: OA/Division of Accounting

**DATE:** February 7, 2007

**RE:** Vendor Checks dated February 13, 2007

Monday, February 12, 2007 is a state holiday however, banks will be open. Therefore, checks dated for Tuesday, February 13, 2007 <u>will not</u> be released Friday, February 9, 2007. These checks will be released the morning of Tuesday, February 13, 2007.

If you have any questions, please have your Agency Customer Service Coordinator (ACSC) contact OA/Division of Accounting Agency Customer Service Desk at (573) 522-6000.